

Idaho Criminal Intelligence Center



FLO Fusion Liaison Officer Nomination and Application Package

PURPOSE

A Fusion Liaison Officer (FLO) is an identified sworn person within a law enforcement agency who is responsible for reporting and disseminating suspicious activity and other criminal intelligence information to their local agency and to the Idaho Criminal Intelligence Center [IC]².

Due to the sensitive nature of the information and involvement within the program it is vital that the [IC]² ensure the merit of each participant. Fusion Liaison Officers will be required to receive Agency or Supervisory recommendation and signed affidavit of Roles and Responsibilities.

QUALIFICATIONS

Applicants to the Fusion Liaison Officer (FLO) Program must:

Occupy a sworn position in law enforcement agency

Maintain an agency or supervisory recommendation to be a participant in the FLO program

Complete the Basic Fusion Liaison Officer Training Course

Sign the Roles and Responsibilities Contract provided within the Nomination Package

Have maturity and experience as a law enforcement officer

Questions should be addressed to the FLO Program Coordinator at:
icic@fusion.idaho.gov

Completed nomination and application packages should be returned to:
Idaho Criminal Intelligence Center
700 South Stratford Drive
Meridian, Idaho 83680
Attn: FLO Program Coordinator
They may also be e-mailed to FLO Coordinator at icic@fusion.idaho.gov

Incomplete applications will not be considered.

Information provided in response to this application is for use of the [IC]² and will not be used for any purpose other than selection into and administration of the Fusion Liaison Officer Program.

Instructions for Completion:

The completed Fusion Liaison Officer (FLO) Program nomination and application package provides a written assessment of the nominee's current and potential skills, abilities, and accomplishments. All sections should be typed or legibly printed. The following is a brief description of each portion of the nomination and application package.

Part I: Nomination

Each applicant must submit an agency or supervisory nomination letter, stating the applicant's merit and ability to conform to the policies and procedures of the FLO Program.

Part II: Nominee Application

The nominee must provide information that is relevant to this program. This includes personal information, used for background purposes, educational background, training information, skill assessment and professional experience. The nominee must carefully, read and then sign the Nominee Statement of Commitment.

Part III: Roles & Responsibilities

Each applicant must carefully read and understand the Roles & Responsibilities commitment. Within this statement, each applicant will be given a detailed description of the FLO's roles and responsibilities, in which he or she not only represents their agency and FLO division, but the Idaho Criminal Intelligence Center.

[IC]² FLO APPLICATION

Part I: Nomination

In selecting an individual to become a Fusion Liaison Officer (FLO) with the Idaho Criminal Information Center, your nomination of the individual and your commitment to the program are essential. Please type or print your responses. Use additional pages if necessary.

A. Please describe the reason(s) you would like the nominee to participate and become a FLO.

B. Briefly describe how the nominee and sponsoring agency will benefit from participating in this program.

C. Nominator's statement of qualification, commitment and support.
"I understand my nomination for this nominee to participate within the Idaho Criminal Intelligence Center's FLO program, includes my verification of the nominee's qualifications, commitment to the program, and the pledge of my full support for their participation."

Signature of Chief Executive

Date

Print Name

Title

Part II: Nominee Application

Personal Information:

Full Name: _____

Job Title: _____

Agency: _____

Agency Address: _____

Office Telephone: _____ Cell/Mobile: _____

Email: _____

Brief Description of Current Duties & Responsibilities:

Military Background: Yes No

Branch: _____ Rank: _____

Brief Description of Military Responsibilities:

Requested Class Date(S)_____

Requested Class Location_____

Part II: Nominee Application

Training:

Please list any training or related programs you have completed which have prepared you for participation in the Fusion Liaison Officer program.

List the Program/Course Title by whom the class was instructed, the total hours of instruction and the date the class was completed:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

List specialized Training/Certifications (i.e. HAZMAT, Search& Rescue, Special Clearance, language etc.)

Any additional comments or information that you would like [IC]² to know about you _____

Part III: Roles and Responsibilities:

Overall Roles and Responsibilities:

Receive information from the fusion center (i.e.: reports, alerts, and requests for information) and distribute to specific agencies' contacts.

Collect information from agency sources and forward it to the fusion center.

Develop and maintain an internal agency/organization network and open lines of communication.

Specific Roles and Responsibilities:

Receive leads that originate from within your agency/organization regarding suspicious activity that may be related to terrorism or criminal activity and forward the information to the Idaho Criminal Intelligence Center, for collection and analysis.

Serve as your agency's point of contact for the fusion center

Keep current on major criminal or terrorist activity and trends occurring here and abroad.

Develop a partnership with neighboring FLOs

Keep agency/organization supervisors in the loop by providing regular updates on FLO activities.

Abide by 28CFR Part 23 and all [IC]² Privacy Policies

Identify those within your agency/organization that will have the need-to-know regarding classified information or intelligence.

Attend approved FLO training that will provide the necessary knowledge and capabilities as an FLO.

Attend FLO periodic meetings, conferences, and information sharing workshops.

Nominee Statement of Commitment

The nominee must sign the following statement of commitment.

I, _____ understand that if I am selected to become a member of the Fusion Liaison Officer (FLO) program, I will adhere to the privacy policies, including all 28CFR Part-23 requirements, and procedures of the FLO Program.

I also understand that I will be held accountable to the roles and responsibilities of the program.

Each FLO will be responsible for representing the Idaho Criminal Intelligence Center and FLO program within a positive and professional manner, including social networking posts, pictures, statements and affiliations. Any inappropriate action or material released that may damage the reputation and purpose of the Idaho Criminal Intelligence Center and FLO program will result in the applicant's nomination being refused.

If selected to participate in the FLO Program, I am willing to make this commitment to my home agency and to the Idaho Criminal Intelligence Center.

Signature of Nominee

Date

Print Name

Agency

ILO Background Check Form

Important Message for FLO Applicants:

The FLO Program is highly respected and strives to accept candidates who are not only qualified but possess integrity. By submitting this application, the applicant agrees to submit to a background check. Applicants **will be disqualified** for the following reasons:

A felony conviction of any kind

A DUI conviction in the last 5 years

Misdemeanor conviction involving moral character, false statements, perjury, or domestic violence

A dishonorable discharge from the United States Armed Forces

Untruthfulness on this application

NOTE: Other criminal history will be evaluated on a case by case basis.

Have you **ever** been convicted of any crime (Felony or Misdemeanor) or pled guilty to a criminal offense other than a minor traffic violation? All instances should be revealed even if you have been advised that your criminal record has been sealed or expunged as the criminal history search will reveal the occurrence. **NOTE:** *DUI is a crime and not a minor traffic violation.* ____ Yes ____ No

Do you currently have criminal charges pending against you?
____ Yes ____ No

I, _____ authorize [IC]² to obtain my criminal history for purposes of accessing and reviewing Idaho and national criminal history records that pertain to me. I understand that my acceptance as a FLO is contingent on my criminal background history.

Signature of Applicant

Date

Print Name